

RONDOUT VALLEY CENTRAL SCHOOL DISTRICT
Acceptable Use Policy
2016-2017 School Year

Dear Parent(s)/Guardian and Student,

Welcome to the Rondout Valley Central School District. As part of the Rondout experience, students will be using technology across the curriculum. Students will be provided with access to various computerized information resources hereinafter “computer system”, including but not limited to, email, the Internet, and the Rondout Valley CSD network. Students’ use of the District’s computer system is conditioned upon students providing the District with a signed User Agreement. Parents are encouraged to read this letter together with all of the attachments before signing the form. Parents are further encouraged to review the policies and procedures with their child.

Students may not abuse the privilege of using the District’s computer system. Should a student do so, he/she will be referred to the administration and subjected to the Student Code of Conduct. It is necessary for the parents/guardians and the student to understand that along with the privilege of using the District’s computer systems, there is a responsibility to do so safely and ethically. Plagiarism, copyright violation, inappropriate language, online bullying or harassment, or other inappropriate or irresponsible behavior using any District’s computer systems will not be tolerated. Students are expected to follow these guidelines in accordance with the District Code of Conduct.

The use of the District’s computer system is for instructional use and research. Students have no right to privacy when using the District’s computer system. The District has the ability to monitor the use of its computer system so as to ensure that such use is consistent with District policy.

The Board of Education has adopted Policies that govern appropriate behavior when using the District computer systems. The user is responsible for reviewing and understanding the following policies;

- 7314 Computer Use in Instruction
- 7315 Internet Policy
- 7561 Sexual Harassment of Students
- 7562 Harassment, Hazing and Bullying
- 8270 Instructional Technology
- 8271 Internet Safety

You can go to the District website and access each of the above policies. Go to the Board of Education page and click on the “Policy Manual” link which is on the left column.

Students are reminded when using a District’s computer systems:

- ◆ Make sure you save all of your files to your “R” drive or our cloud storage; a personal storage space on the network that is backed up regularly and is inaccessible without your ID and password.
- ◆ While the District backs up the network every night it cannot be responsible for loss of data caused intentionally by a hacker or by an act of nature.
- ◆ Your password should never be shared. You should never use any password that is not your own. If you discover a password that is not yours, you should report it to the administration and do not share that password. Your password and username represents

you - you are responsible for any actions performed on the district technologies using your password.

- ◆ Do not violate copyright laws, including, but not limited to, illegally duplicating or transmitting copyrighted pictures, music, video, and software.
- ◆ You are not allowed to take pictures or videos without the person's permission.
- ◆ Do not load any personal programs or executable files on any District technologies.
- ◆ You cannot cause a security breach to either the District network or other network resources including, but not limited to, accessing data, servers, or accounts to which you are not authorized; circumventing user authentication on any device; or sniffing network traffic.
- ◆ You cannot cause a disruption of service to either the District's network or other network resources, including, but not limited to, ICMP floods, packet spoofing, denial of service, heap or buffer overflows, and forged routing information for malicious purposes.
- ◆ Do not circumvent the District's security systems and protocols.
- ◆ Do not introduce honeypots, honeynets, or similar technology on the District's network.
- ◆ Do not engage in activities that are inappropriate for the District to be associated with and/or are detrimental to the District's reputation. This includes, but is not limited to, accessing pornography, gambling, or other inappropriate sites, or inciting hate, bullying, and harassment.

Both the parent/guardian and student must sign the **USER AGREEMENT** form. Return the form to the Principal's Office.

If you have any questions regarding these policies and procedures please feel free to contact the Computer Department and speak to Angelo Urrico, Director of Technology. You may also email Angelo Urrico at aurrico@rondout.k12.ny.us.

Respectfully yours,

Angelo Urrico
Director of Technology

(Please PRINT Student's Last Name, First Name)

**RONDOUT VALLEY CENTRAL SCHOOL DISTRICT
PARENT/GUARDIAN and STUDENT USER AGREEMENT FORM
2016-2017 School Year**

We have read and understand the Rondout Valley Central School District Acceptable Use Policy regarding student use of the District's computer systems. By signing this User Agreement form, the student will be permitted access to the Rondout Valley Central School District's computer systems.

We understand that the student's in-school access to the District's computer systems is designed solely for educational purposes. We further understand that it is possible for undesirable or ill-intended individuals to communicate with students over the Internet. Please immediately report any such communication to an administrator. The student agrees to take responsibility to avoid such communications if they are initiated.

We authorize the Rondout Valley School District's staff to monitor any communications to or from the student on the District's computer system.

We further understand that any violation of the provisions in the Acceptable Use Policy, including but not limited to, copyright violation, online bullying, inappropriate use of any technological device, inappropriate email, and/or use of the Internet, etc., by the student will result in disciplinary action and possible legal action.

Parent/Guardian Signature: _____ Date: _____

Student Signature: _____ Date: _____

Building: (circle one) HS JHS IS KES MES

Grade: (circle one) 2 3 4 5 6 7 8 9 10 11 12